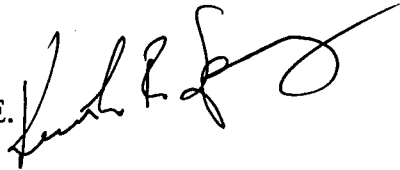


DESIGN MEMORANDUM NO. 08-05

TO: Chief District Engineers
Design Engineers
Active Consultants

FROM: Kenneth R. Sperry, P.E. 
Acting Director
Division of Highway Design

DATE: April 21, 2005

SUBJECT: Contract Time

There are three methods that typically have been used to define the allocation of contract time for a given project. These are: (1) maximum working days, (2) maximum calendar days, and (3) fixed completion date. Of these, maximum calendar days typically have been used only with incentive/disincentive contracts such as A+B contracts where there were daily incentive and disincentive charges.

Contrary to previous guidance, future contracts should be based on either (1) a fixed completion date or (2) maximum working days. The project team will decide which method is best on a project by project basis. Fixed completion date is probably best for projects with high traffic or there is a need to be completed within a particular construction season. Interstate widening/rehabilitation projects are typically candidate projects for fixed completion date. When the project team elects to establish a working day contract, special care and consultation with the Division of Construction is encouraged. We have received criticism from the public in the past that our projects tend to last much longer than necessary. In most cases, delays are beyond KYTC control and for the most part, the criticism is unjustified. However, the number of work days set for a project should "encourage" the contractor to keep a tight schedule.

Please utilize this directive on all projects beginning with the July 2005 letting. The Project Development Team can choose to utilize in earlier lettings if it can be done without delaying the project letting.

Any questions regarding this memo should be directed to this office.

KRS:JAD